

Responses to Offeror Inquiries for RFP #547

Q. The state e-commerce invitation shows the deadline for RFP #547 as March 30, 2016. The RFP shows a March 25, 2016 deadline. Which is correct?

A. March 30, 2016 is the correct date.

Q. On Page 5 of the RFP, Section 3.1.2, it requires that home studies be completed within 30 days of receiving the home study request. On Page 6 Section 3.2 and on Page 7 in Section 3.5, it indicates that in-state home studies should be completed within 30 calendar days and ICPC home studies within 45 calendar days. Which is correct?

A. The requirement is that in-state home study requests are completed within 30 calendar days and ICPC home studies are completed within 45 calendar days.

Q. On Page 7 of the RFP, Section 3.5, the first outcome is to increase the number of kinship families available for placement of their relatives. What is the baseline number upon which this increase will be evaluated? Would it be the 192 families for FY 2015 indicated in Section 3.1.2 on page 5?

A. In Fiscal Year 2015, approximately 224 families were referred for kinship home studies. Approximately 192 of those referred completed the process. Approximately 86% of the requests made were completed with a result of a home study. Completing 86% or more of the home studies requested may be a goal for the offeror to strive for.

Q. On Page 7 of the RFP, Section 4.3, it says we must submit “a copy” of our audited financial statements. Does this mean we should send one copy of the audit, or do we need to include a copy of the audit with each of the six copies of our proposal?

A. One copy provided in a separate envelope or binder is sufficient.

Q. Do you anticipate an increase in ICPC referrals over current caseloads? Can you estimate the number of ICPC referrals anticipated in the next few years? Can you estimate the percentage of total referrals that will be ICPC referrals?

A. Trends over the last 4 years show the number of ICPC referrals have fluctuated up and down. Over the last 4 years, the average has been 101 ICPC referrals per year. It seems logical the number of ICPC referrals will be higher than 101 referrals for upcoming years, but because of the fluctuation, it is hard to predict what it might look like in 2016 and 2017.

Q. Given that the demand for kinship home studies may increase over the five-year discretionary contract renewal period, will there be flexibility in the annual contract budget to add staffing to meet increased demand?

A. If the number of kinship home study requests increase by an amount where current (originally proposed) dedicated staff are unable to complete them, CPS may need to prioritize the completion of home studies and will work with the Offeror to prioritize them. CPS will monitor the number of requests and will need to determine if additional funding is available to meet the demand.